

**VAVS COMMITTEE MEETING MINUTES  
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JAMES TUCHSCHMIDT, MD, MM  
Director  
Chairman, VAVS Comm.

KAY HILT  
Chief, Voluntary Service  
Deputy Chairperson, VAVS Comm.

FLOSS MAMBOURG  
Associate Director of Operations  
Co-Chairman, VAVS Committee

1. SCHEDULED MEETING: The VAVS Committee meeting for Portland and Vancouver Division FY 2006 convened on Tuesday, February 7 at 11:00 a.m. in the Portland Auditorium.
2. VA STAFF ATTENDING: VA Medical Center staff attending the meeting was as follows:  
  
Kay Hilt, Chief, Voluntary Services  
Julie Guichot, Secretary, Voluntary Services  
Floss Mambourg, Associate Director of Operations
3. OPENING OF MEETING: Kay Hilt called the Portland and Vancouver combined meeting to order and welcomed all present. Mr. Richard Barrie, American Legion Deputy Representative led the Pledge of Allegiance.
4. GUEST SPEAKERS: Registered Nurse Michele Elskamp introduced us to the Medical Center's new high tech manikin, "Sim-man". Thanks to computer technology, the manikin actually has a heartbeat, breathes, is able to talk and can be placed on IV's. These computer simulated responses enable doctors, nurses, and respiratory therapists to give life-saving care in the same manner they would if presented with a real patient. This new educational tool provides the opportunity for healthcare providers to practice critical care scenarios in order to improve patient care. Their experience is videotaped so they can view the tape and discuss what went well, what could be improved and what they learned. The Portland VA Medical Center and OHSU Emergency Medicine are now developing a Simulation Training Room here in the PVAMC.  
  
Dr. Jeff Disney then demonstrated an actual emergency using "Sim-man", noting that this technology is a perfect training tool for young physicians as he is able to place them in high stress situations to see how they will react in various scenarios. Much of the cost for the initial set up (such as the cost of the manikin) has already been met, but there are ongoing costs still needed for equipment and maintenance. A list of those needs was provided for the Organizations to consider.
5. EXECUTIVE OFFICE REPORT: Floss Mambourg, Associate Director of Operations reported the news from the Administration. She reported that within the past 2 ½ to 3 years the PVAMC has seen growth in veteran care by 35%, which has resulted in treatment of approximately 55,000

veterans yearly. Predictions are that this rate should now remain fairly constant as we have reached capacity. Until such time as we are able to move some of our primary care clinics off the hill, growth is not expected to exceed 58,000 veterans. Although plans have been in the works for quite some time to move some clinics to the Beaverton/Hillsboro area, funding issues have delayed any finalization of that move. A commitment has been made to complete this project, and the hope is to have a clinic on the west side by January of 2007. This will then allow the VA to help more patients and reduce some of the traffic problems at the PVAMC.

Clark County has completed their new building on the Vancouver campus; this building was officially opened a few weeks ago. The VA has leased the property to Clark County for 75 years in exchange for demolition, construction and free use of the top floor of the new building for that time period. Clark County is using the bottom floor of the building as a bedded area with residential treatment for substance abuse treatment, detoxification, acute psychiatry and other therapy. The upper floors house the various offices for the county health department, including the TB clinic, infectious diseases, licensing, etc. Our space on the top floor is being used by the VISN 20 network, fee basis, contract nursing and other programs. Clark County will also be constructing additional parking to accommodate the increase in traffic.

The liver/kidney transplant lodging Unit, or TLU, has their grand opening on February 8<sup>th</sup>. This facility is one of two liver transplant sites and one of four kidney transplant sites for veterans in the US. This beautiful new facility will enable the patient and their support person to stay in comfortable lodging during recovery. Also noteworthy is the fact that construction was completed using green friendly products. The building also houses the Compensated Work Therapy programs.

The plans to demolish the remainder of the old WWII buildings in June and July of this year were delayed until June of 2007. Also scheduled for demolition is the old Chapel, which Administration has been trying to save for the past two to three years. The latest effort in the attempt to save this building is to sell the building for \$1.00, with the purchaser having to pay for relocating the building.

Continued growth the past two years has resulted in the need for additional operating rooms and bed space. Remodeling efforts have resulting in the increase of two additional rooms for surgery and an additional eight beds for inpatients since October of 2005, with an additional eight beds becoming available within the next two months. New physicians, nurses and other staff are currently being hired and trained.

During the past year, changes in the handling of donated funds were also implemented. These changes have resulted in an increased level of oversight in the accounting process in order to meet the rigor of bookkeeping and auditing practices. Those with ownership of various fund groups now submit a plan for their yearly needs for review and to ensure paperwork is completed correctly. The Community Resource Board oversees the distribution of funds needed within each fund group.

## 6. VAVS EXECUTIVE COMMITTEE REPORTS:

### PORTLAND

Nita Lucht, Chairman of Portland VAVS Executive committee, reported that they made \$817.00 in craft sales and \$816.50 in ice cream sales during their last VAVS Executive sale. Nita thanked the members of the Executive Committee for all their help with the sales. The Executive

Committee is still trying to obtain a few more members and is in the process of approaching the Salvation Army about possible membership. In addition to ongoing contributions of comfort items, coffee, and lap quilts, the Committee is working on two special projects. The first is the purchase of some new flags for the facility and the second is the purchase of pictures for the Emergency Room waiting area.

The Employee of the quarter, Jaya Saiz, was acknowledged by Bruce Gross, who had the privilege of Jaya's nursing expertise while an inpatient at the PVAMC. Bruce was very impressed with Jaya's enthusiasm, patience and bedside manner. The Volunteer of the quarter, Birdie Foust, was introduced by Nita Lucht. Birdie has been a volunteer for many years and is always willing to go above and beyond without being asked. Her continued dedication and ongoing contribution is sincerely appreciated by all.

## VANCOUVER

Michael Archer, Chairman of the Vancouver VAVS Executive Committee thanked Paul Sobka, the outgoing Chairman for the great job he did the past two years. Under his leadership the Vancouver Executive Committee was able to show continued growth the past two years. They now have great attendance and have begun to make money through various activities. They were recently able to put together a Christmas Dinner for around 40 people housed in the TLU. In addition they were able to provide cake, coffee and snacks for the grand opening of the new TLU. The Marine Corp League was able to provide a shuttle service to the grand opening, as well as assisting the police with traffic control. The Executive Committee will be having a craft and bake sale on April 6<sup>th</sup> in the Vancouver Lobby; The employee and volunteer of the quarter will be decided at the next Vancouver VAVS Executive Committee meeting. Michael also announced that Chaplain Asparro would be conducting a memorial service on February 25<sup>th</sup> at 2:00 PM in memory of the veterans who have recently died.

## 7. VAVS QUARTERLY MEETING TOPICS

- ✓ The annual awards banquet this year will be held on April 13<sup>th</sup> at the Monarch Hotel in Clackamas, Oregon. Our program this year will be different than in years past by expanding the recognition ceremonies to acknowledge the contributions of all our volunteers. We are very excited about these changes and encourage everyone's participation in this event. The luncheon will feature a choice between a chicken & pasta primavera and a vegetable Wellington. Both entrees have been sampled and they are both excellent.
- ✓ Nomination forms are located on the sign-in tables for those who would like to nominate volunteers they feel should be recognized at the awards banquet. Please return your nomination forms as soon as possible along with a statement explaining the special contribution of your nominee.
- ✓ JCAHO is no longer required to inform us of the dates of future visits. As a consequence, we must each do our part to keep up-to-date on topics in the mandatory training and other JCAHO requirements. Each of you should have recently received annual training information for review and completion. You are required to fill out the training materials yearly and return it to the office for recording. All training information is now recorded in our TEMPO tracking system, which begins on October 1<sup>st</sup> each year and continues through September 30<sup>th</sup> of the following year. Infection Control is always a priority subject, as this is our first line of defense against the spread of illness. As a reminder, please wash your hands often and use the Isagel after contact with patients. If you do become ill, stay home until you are well so that you do not pass your illness on to others. We also ask that you each do your part to keep the workroom clean and free of litter.

- ✓ We recently had an 8 bell drill here at the Portland VA. For those who are unfamiliar with this alarm, 8 bells in sequence is the alarm for either an internal or external disaster. When you hear these bells you should report to your supervisor as quickly as possible. If you have a supervisor in your specific assigned area, such as pharmacy, report to that supervisor. However, if you are assigned to Voluntary Service, you should report to the Voluntary Service workroom. A headcount will be taken and the emergency man pool will be notified of volunteers available for assistance. The DAV drivers should report to the HSC Coordinator's office and the coordinator will then notify Voluntary Service of the number of available drivers for possible emergency evacuations.
- ✓ February 11<sup>th</sup> through the 18<sup>th</sup> is National Salute to Hospitalized Veterans. If your organization is scheduling an event, please let us know so we can add your event to our schedule and let others know.
- ✓ Are there any organizations who are currently visiting veterans through the Contract Nursing Home Visitation program? If you would like to participate in this program, please let Nita Lucht know your name and address so she can send you a list of those needing visitation.
- ✓ We have had one complaint from staff members who use the leisure room daily for treating veterans. It has been reported that those holding the BINGO activities are not adequately cleaning up at the conclusion of these activities and the room is being left in disarray. Anyone using this room must clean up and leave the room exactly how it was upon arrival. Failure to satisfactorily clean up after activities will result in the room being made unavailable for future use.
- ✓ This year we celebrate the 60<sup>th</sup> year of VAVS in VA hospitals. Although we have no current volunteers who have been volunteering the entire 60 years, we are proud to announce the names of four volunteers who have been volunteering for at least 40 years. Thank you and congratulations to Sarah Swanson, Joy Budihas, Thelma Hathaway and Marilyn James.
- ✓ Central Office is asking any volunteer interested in telling their volunteer stories to do so by February 28<sup>th</sup>. Guidelines are available in the Chief's office for those interested. These stories do not have to be long and will ultimately be located in the library in Central Office.
- ✓ The Transport Lodging Unit open house will take place tomorrow at 9:00 am. Several of our organizations have contributed much time and effort into gathering equipment and supplies for the units and this celebration. Thank you Veterans of Foreign Wars, Veterans of Foreign Wars Auxiliary, American Legion, American Legion Auxiliary, Elks and others who have contributed so much.

#### 8. AMERICAN RED CROSS VOLUNTEER RECEIVES VOLUNTEER OF THE YEAR AWARD

Marjorie Varner recently received the American Red Cross Volunteer of the Year Award. We would like to take this opportunity to congratulate Marjorie for this well deserved award. Keep up the great work. You are sincerely appreciated.

#### 9. FOR THE GOOD OF THE ORDER

A comment was made that the diagrams located in each hall do not make clear enough exactly where you are standing in the building. A suggestion was made to place an X on the diagram to show where you are currently located so you can more easily see how to evacuate the building in an emergency.

#### 10. CLOSING THOUGHTS

Kay closed with a quote entitled "You are what you do".

“The beginning of a habit is like an invisible thread. Every time you repeat the act you strengthen the strand. Add to it another filament with each repetition, until it becomes a great cable and binds you irrevocably to each thought and act. First you make your habits and then they make you. Your thoughts lead you to your purpose. Your purpose always manifests into actions. Your actions form your habits and your habits decide your character. And your character fixes your destiny. Your habits are either the best of servants or the worst of masters.”

#### 11. BENEDICTION

Father Bill Wickham took a moment to thank all the organizations who so graciously contributed to the stained glass fund for the Vancouver chapel. The stained glass fund has reached the half-way point and Father Bill is hopeful that enough donations will be received to purchase the stained glass by the end of the year. Father Bill also announced the passing of volunteer Ruth Turnwall, who has been a loyal attendee at the Vancouver chapel since 1983. Services for Ruth will be conducted next week, date to be announced.

Submitted By:

APPROVED/DISAPPROVED:

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Kay Hilt, CTRS,  
Chief, Voluntary Service  
Deputy Chairperson, VAVS Committee

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Floss Mambourg, RN, MS  
Associate Director for Operations  
Co-Chairman, VAVS Committee